SPOTLIGHT

Newsletter of the DOE Electronic Proposal Management Application (ePMA) project

ePMA Deploys Release 3

On February 6, ePMA deployed Release 3, with new functionality and many enhancements based on recommendations from Site Administration Managers (SAMs) and system users. The enhancements include the incorporation of 37 Software Change Requests (SCRs) submitted by SAMs and approved by the ePMA Joint Change Control Board, including the following improvements.

Photos on this page are from an earlier SAM training.

- User Login - A "forgot password?" link is now available on the User Login screen.

- Recent Tasks List - New columns and two new functions are available.

- Task List - The Task List feature includes new columns.

- Setup Team - Users can set up teams for multiple proposals at one time.

- Custom Views – This functionality allows users to display their Task Lists in any combination of columns they find useful.

- Task Details Screen - Users have the ability to save Internal Comments and Instructions at any time, without having to complete the task.

- Proposal Details Screen – Additional fields to assist the National Laboratories are available on the Proposal Details screen.

- Copy Proposal - A new method will allow users to copy existing proposals for the purpose of creating a new proposal.

- Improved Workflow - The workflow for each organizational level is expanded and improved, and provides added flexibility when moving a proposal from role to role, as well as from one organizational level to the next.

- Funding Guidance - Program managers at Headquarters are able to input funding guidance (such as B&R code, certification text and narrative) for one or more of a laboratory's proposals.

The PMA Project Team encourages SAMs to continue submitting SCRs for incorporation into the next release.

ePMA Release 3 Differences, a document which details the enhancements and changes to Release 3, including illustrative screen shots of the application, is available on the ePMA Web site at: http://epma.energy.gov/samcentral/sam_resources.asp

Webinars for SAMs

To prepare Site Administration Managers (SAMs) for Release 3's new user-friendly features, Jeff Voivoda at Computer Sciences Corporation, ePMA's development contractor, conducted a series of seven Webinars to highlight and review the release's new functionality. Topics included new features available when creating a proposal, assigning a team, reviewing proposals, and workflow changes. The Webinars featured demonstrations of the new release. All the Webinars were recorded and are available for viewing on the ePMA Web site at: http://epma.energy.gov/samcentral/sam_resources.asp

ePMA to Present at
Annual Information Management Conference

The Department of Energy's Annual Information Management Conference (AIMC) has selected ePMA for a presentation at this year's conference, March 20-24 in Austin, Texas.

"Expediting R&D Proposals Through Innovation: DOE's Electronic Proposal Management Application (ePMA)," will examine the history, development, deployment, success, lessons learned, and future of ePMA. It's scheduled for March 21 at 2:00 p.m.

Scheduled presenters are Vince Dattoria, ePMA's Project Manager, from DOE's Office of Science; and Alex Clayborne, ePMA Development Team Lead at Computer Sciences Corporation (CSC). Ulysses Cubillos, Technical Business Development Manager at Parametric Technology Corporation (PTC), which provided PDMLink, ePMA's basic software, will also be present.
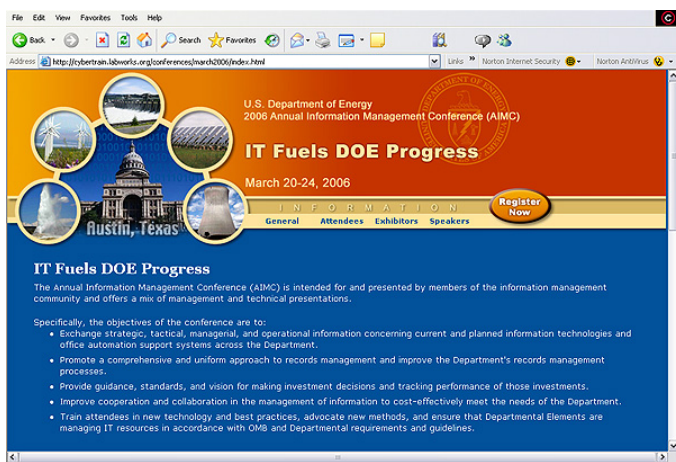
The presenters will describe how DOE took PTC's Windchill PDMLink, a commercial-off-the-shelf software application, and transformed it into the first and only system for the uniform electronic submission, review, and tracking of research and development (R&D) proposals. Following an unprecedented complex-wide deployment in September 2004, ePMA became available for the virtually instantaneous transmittal of proposals between National Laboratories, Site Offices, and Headquarters Program Secretarial Offices.

Mr. Dattoria will describe how the Department identified the need for the application, and how the ePMA Project Team used workshops and interviews with potential users throughout the DOE complex to develop the system's requirements.

Mr. Clayborne will explain the innovations CSC used to transform PDMLink into ePMA, and the issues involved in scalability, deployment, and training. One of ePMA's strengths is how the development team used their knowledge of DOE's business processes to blend the software's components into an application which can be used at all levels in the proposal process.

Presenters will illustrate how ePMA's robust workflow engine eliminates paperwork, expedites and tracks proposals through its electronic workflow process, cuts R&D proposal administrative costs, and facilitates communication between National Laboratories, Site Offices, and HQ. (continued)

AIMC offers presentations, workshops, and exhibits for and by members of the information management community. It provides a forum for federal employees and contractors to learn from DOE and industry experts and exchange information management ideas and new technologies. For more information on AIMC, which charges no registration fee, see: http://cybertrain.labworks.org/conferences/march2006/

Guidance for Submitting Proposals to the Office of Science

On January 24, ePMA provided new guidance to National Laboratories for completing and submitting proposals via ePMA to the Office of Science in response to the Field Budget Call this year. The guidance is presented in a table format and includes the information required for specific fields under the Administrative, Budget, Technical, and Attachments tabs in the ePMA application. The guidance is effective through August 31, 2006, and is available on the ePMA web site at: http://epma.energy.gov/samcentral/sam_resources.asp

David Boron Named Deputy Project Manager

David Boron has been named ePMA Deputy Project Manager, a position recently vacated by Joe Malinovsky, Director of EERE's Office of Information and Business Management Systems. Mr. Boron has been a member of the ePMA Project Team since 2003. He is also Project Manager for EERE's Corporate Planning System, which has a projected life-cycle cost of $24 million. He has corporate, non-profit, and federal program management experience through his work at Wheeling Pittsburgh Steel, DOE's National Energy Technology Laboratory, New York State Energy Research and Development Authority, and Virginia Polytechnic Institute and State University. He joined EERE in 1991 as a program manager.

From the Project Manager

With the deployment of Release 3, ePMA has reached another significant milestone. I would like say ***thank you*** to everyone who helped make this possible—Site Administration Manages (SAMs) and system users at the National Laboratories, at the Site Offices, and at Headquarters. A special note of appreciation goes to the SAMs and users who recommended the Software Change Requests (SCRs) that make this release more functional and more user friendly, and to the development team at Computer Sciences Corporation for implementing these changes. Since the ePMA system was first used for the submission of R&D proposals in response to the FY 2007 Field Budget Call, 17 national laboratories have submitted 1,443 R&D proposals through ePMA. I believe this commendable figure validates the system's usefulness and user acceptance. The ePMA Project Team looks forward to additional user input as we strive to further enhance the application.

--Vince Dattoria

Feedback Requested!

We want to hear from you. Help promote ePMA by telling others about the project or pointing them to the project Web site: http://epma.energy.gov.

- Suggest or submit an article for future editions of *Spotlight*.

- Tell us what you think about ePMA. We need your input to successfully enhance and support this first-of-a-kind system.

Contact Jim Fremont, ePMA Communication and Outreach Manager, at james.fremont@ee.doe.gov

Deployed on September 30, 2004, ePMA provides--for the first time--a uniform format for the electronic submission, review, and tracking of research and development proposals from the National Laboratories to Headquarters Program Secretarial Offices, thereby enhancing the efficiency of the Department's R&D activities.

Spotlight is the official newsletter for the DOE Electronic Proposal Management Application (ePMA) project.
Spotlight is published periodically for federal government employees and contractors interested in ePMA activities.
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